



# TOWN OF GRIMSBY

## APPLICATION TO AMEND THE GRIMSBY OFFICIAL PLAN

Revised January 2022

### **NOTE TO APPLICANT**

This application form is to be used by those applying to amend the Grimsby Official Plan.

### **COMPLETENESS OF THE APPLICATION**

The information contained in this application is required to review the proposed amendment. It is important that all the required information be submitted at the time the application is submitted. Otherwise, it may not be possible to do a complete and proper planning evaluation. If the required information is not provided, the municipality may return the application as incomplete or later decide that the application be denied because of inadequate support information.

### **PRE-CONSULTATION**

It is important that applicants meet with Town, Regional and, if necessary, Provincial planning officials prior to formally submitting an application. At these meetings, officials will discuss in more detail background information requirements and local, regional and provincial policy implications. Failure to pre-consult may lead to costly and unnecessary delays.

### **CONTENTS OF THE APPLICATION**

The completed application form must be accompanied by the following:

1. The application fee as set out in Appendix "A";
2. The text of the requested amendment if a policy Official Plan is being changed, replaced or deleted, or if a policy is being added.
3. The requested schedule(s) and any accompanying text if amendments to a schedule or schedules in the Official Plan are requested.

Further information regarding the application or the planning process may be obtained by contacting the:

Corporation of the Town of  
Grimsby – Planning  
Department,  
160 Livingston Avenue,  
Grimsby, Ontario, L3M 0J5  
Telephone: 905-945-9634  
Fax: 905-945-5010  
Email: [planning@grimsby.ca](mailto:planning@grimsby.ca)



# Town of Grimsby

## APPLICATION FOR OFFICIAL PLAN AMENDMENT

For Office Use Only

DATE RECEIVED	DATE ACCEPTED	FILE NUMBER(S)
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Has there been a pre-application meeting with Town staff?  Yes  No

### 1.0 Applicant Information

Registered Owner: (If a numbered company, also give name and address of principal owner)

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: (    ) \_\_\_\_\_ Fax: (    ) \_\_\_\_\_

Email: \_\_\_\_\_

Agent/Applicant: (All correspondence will be sent to agent/applicant unless otherwise directed)

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: (    ) \_\_\_\_\_ Fax: (    ) \_\_\_\_\_

Email: \_\_\_\_\_

Mortgagee(s):

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: (    ) \_\_\_\_\_ Fax: (    ) \_\_\_\_\_

Email: \_\_\_\_\_

If additional space is required, attach on separate sheet.

## **2.0 Location of Property**

2.1 Street Address: \_\_\_\_\_

Legal Description: (lot, concession, or lot and plan no.) \_\_\_\_\_

\_\_\_\_\_

2.2 Particulars of Lands Subject to Application

Frontage (metres) \_\_\_\_\_ Depth (metres) \_\_\_\_\_ Area (ha or sq. metres) \_\_\_\_\_

## **3.0 Existing Designation**

a) What is the existing Official Plan designation? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

b) Are there any Neighbourhood Plan designation or environment overlay designations that apply to the property subject to this amendment?

\_\_\_\_\_

\_\_\_\_\_

c) What land uses does the current designation permit?

\_\_\_\_\_

\_\_\_\_\_

## **4.0 Proposed Official Plan Amendment**

a) What is the purpose of the requested amendment?

\_\_\_\_\_

\_\_\_\_\_

b) What land uses would the Official Plan amendment permit?

\_\_\_\_\_

\_\_\_\_\_

c) Does the proposed amendment change or replace a designation in the Official Plan?

Yes       No

If yes, what is the proposed designation?

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If a change in designation is proposed, the application must include a proposed revised schedule and any accompanying text.

d) Does the proposed amendment  add,     change,     delete,     replace a policy in the Official Plan?

Identify existing policy to be changed, deleted or replaced.

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If a policy or policies of the Official Plan are proposed to be changed, replaced, or deleted, or if policies are to be added, the text of the proposed amendment must be provided.

e) Does the proposed amendment alter an urban area boundary or establish a new urban settlement area?

Yes       No

If yes, what are the current Official Plan policies that deal with the alteration of an urban boundary or establishment of an urban settlement area?

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f) Does the requested amendment remove land from an area of employment?

Yes       No

If yes, what are the current Official Plan policies that deal with the removal of land from an area of employment?

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## 5.0 Status of other Planning Applications

Are there any other current applications made under the Planning Act or the Niagara Escarpment Planning and Development Act, such as applications for approval of an official plan amendment, zoning by-law amendment, plan of subdivision, a minor variance, a site plan or for a consent to sever:

a) That involves the subject lands?

Yes       No

b) That is within 120 metres of the subject lands?

Yes       No       Unknown

If answer to (a) or (b) is yes, indicate:

type of application \_\_\_\_\_

file number \_\_\_\_\_

authority number \_\_\_\_\_

purpose of application \_\_\_\_\_

\_\_\_\_\_

status of application \_\_\_\_\_

its effect on the requested amendment \_\_\_\_\_

## 6.0 Servicing

Indicate the proposed servicing type for the subject lands

(a) Water

municipal piped water       private well or cistern

communal well       other, specify

(b) Sewage Disposal

municipal sanitary sewer       private septic system

communal septic system       other, specify

(c) If a private or communal septic system is proposed and more than 4,500 litres of effluent would be produced per day, the following reports shall be provided:

- a servicing options report
- a hydrological report

## **7.0 Provincial Policy Plan Conformity**

(a) Is the application consistent with the policy statements issued under Section 3(1) of the Planning Act?

- Yes       No

If no indicate which section of the policy statement will not be conformed with.

(b) Is the subject property within an area designated by the Greenbelt Plan?

- Yes       No

(c) Is the subject property within an area designated by the Niagara Escarpment Plan?

- Yes       No

(d) Is the subject property designated by the Places to Grow – Growth Plan for the Greater Golden Horseshoe?

- Yes       No

If the answer to any of the above is yes, does the application conform with the applicable plan or plans?  Yes       No

Explain \_\_\_\_\_  
\_\_\_\_\_

## **8.0 Acknowledgement of Applicant**

Personal information on this form is collected under the authority of the Ontario Planning Act and will be used by the municipality in the processing of Official Plan and Zoning By-law Amendment applications. The information may be used by other departments and agencies for the purpose of assessing the proposal and preparing comments to the municipality and approval authority. This information may also be released to the public.

**9.0 Owner's Authorization** (if owner is not applicant)

I (we) \_\_\_\_\_  
(name of owner)

being the registered owner(s) of the subject land, hereby authorize \_\_\_\_\_  
\_\_\_\_\_  
(name of authorized agent)

to prepare and submit an official plan and/or zoning by-law amendment application for approval.

\_\_\_\_\_  
\_\_\_\_\_  
Signature(s) Date

**10. Affidavit or Sworn Declaration**

I, \_\_\_\_\_ of the \_ (Name)  
(Municipality)

in the \_\_\_\_\_  
(Region)

Make the oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of the "Canadian Evidence Act".

Sworn (or declared) before me

at the \_\_\_\_\_  
(Municipality)

in the \_\_\_\_\_  
(Region)

this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
Commissioner of Oath Applicant

# APPENDIX “A”

## TOWN OF GRIMSBY

### OFFICIAL PLAN & ZONING BY-LAW AMENDMENT APPLICATIONS

#### FEE SCHEDULE

##### **Planning & Development**

Application fees must be submitted with the completed application form. Application will not be processed until the complete application, including prescribed fees, have been submitted. (Refer to the Rates & Fees section of Town of Grimsby website: <https://www.grimsby.ca/en/doing-business/resources/Documents/2022-Rates-and-Fees/2022-Planning.pdf> ).

The applicant is responsible for the erection of a public notification sign(s) in a location on the subject lands which is clearly visible to the public. A photograph(s) of the sign(s) must be provided to the Planning Department **prior** to the final scheduling of the Public Meeting.

Where an application has been inactive for one year or more, the Town will deem the application abandoned unless an extension has been endorsed.

***\*Applicants should contact the Planning Department to confirm fees prior to submitting an application.***

##### **NPCA Review fees**

Where Niagara Peninsula Conservation Authority (NPCA) review is required, additional fees will be required.

***\*Please contact the NPCA directly with respect to fees.***

##### **The Region of Niagara**

The Region of Niagara is the Approval Authority for amendments to the Grimsby Official Plan. Upon adoption of the Official Plan by the Town Council, the application is forwarded to the Region of Niagara for approval.

Additional fees apply for Stormwater, Urban Design, Hydrogeology, EIS and/or Private Sewage Systems Reviews, as required (Refer to Additional Fee section, Development Applications, Forms and Fees of Region of Niagara website [https://www.niagararegion.ca/business/fpr/forms\\_fees.aspx](https://www.niagararegion.ca/business/fpr/forms_fees.aspx) )

The applicant is responsible for paying these fees to the Region upon adoption of the Official Plan Amendment by Town Council. Failure to pay the fees to the Region may result in the Region refusing to consider the amendment.

***\*Please contact the Region directly with respect to fees.***